MINUTES OF THE CENTRAL WASATCH COMMISSION ("CWC") BOARD MEETING HELD MONDAY, MAY 4, 2026, AT 3:30 P.M. THE MEETING WAS CONDUCTED BOTH IN-PERSON AND VIRTUALLY VIA ZOOM. THE ANCHOR LOCATION WAS MILLCREEK CITY HALL, LOCATED AT 1330 EAST CHAMBERS AVENUE, MILLCREEK, UTAH.

Board Members:	Mayor Erin Mendenhall, Chair Mayor Roger Bourke, Co-Chair Christopher Robinson Emily Gray Mayor Gay Lynn Bennion Mayor Scotty John Mayor Monica Zoltanski
Special Advisors:	Jack Stauss
Staff:	Lindsey Nielsen, Executive Director Sam Kilpack, Director of Operations Will McKay, Communications Director Shane Topham, CWC Legal Counsel
Other:	Laura Briefer

OPENING

1. Chair Erin Mendenhall will Call the Meeting to Order and Welcome CWC Board Members and the Public.

It was noted that Chair Erin Mendenhall would be joining the Central Wasatch Commission ("CWC") Board Meeting a few minutes late. In the absence of Chair Mendenhall, Co-Chair Roger Bourke called the CWC Board Meeting to order at approximately 3:30 p.m. and welcomed those present.

2. (Action) The Board will Consider Approving the Minutes of the April 13, 2026, CWC Board Meeting.

MOTION: Roger Bourke moved to APPROVE the Minutes of the April 13, 2026, CWC Board Meeting. Scotty John seconded the motion. The motion passed with the unanimous consent of the Board.

PUBLIC COMMENT

There were no public comments.

CAPACITY STUDY DISCUSSION

1. The Board will Continue Conversations from the April 13, 2026, Meeting About Further Study into Capacity in the Central Wasatch Canyons.

Executive Director, Lindsey Nielsen, reported that during the last few CWC Board Meetings, a potential capacity study has been discussed. At the last meeting, Board Members directed CWC Staff to create a Request for Information ("RFI"), but CWC Staff is requesting some additional direction.

Commissioner Gray believed one area of focus should be traffic and safety, which includes congestion, travel times, emergency access, and unsafe parking. In addition, watershed and environmental protection should be considered. This would not only involve water quality risks, but habitat degradation, erosion, and trail overuse. Another area of focus should be the recreation experience, which includes overcrowding, user conflicts, and a loss of quality. In a previous email from Laura Briefer, infrastructure management limits were mentioned. If different organizations are unable to manage effectively, then that is a capacity limit that should be taken into account. Commissioner Gray pointed out that there is a different demand in summer versus winter and on weekends versus weekdays. As a result, the capacity number will not necessarily be static.

Mayor Zoltanski would like there to be a baseline determined of the current conditions. It would be beneficial to understand the current conditions before the Utah Department of Transportation ("UDOT") Little Cottonwood Canyon Environmental Impact Statement ("EIS") Phase I work moves forward. It is possible to document peak times and seasonal demand. High-demand peak season should be looked at separately from year-round use. Mayor Zoltanski thought true capacity should be considered rather than only the capacity of the roadway and parking areas. This would include public safety access and emergency services. She suggested there be a discussion about how resorts can reduce traffic levels and parking demand. The establishment of sustainability guardrails is important. At the end of the study, there should be a threshold for what is sustainable.

Commissioner Gray agreed with the comments shared by Mayor Zoltanski, but wanted to make sure both Big Cottonwood Canyon and Little Cottonwood Canyon are being considered, which was confirmed. Outside of traffic capacity, watershed and environmental risks also need to be examined.

Laura Briefer asked if the capacity study will only look at the Cottonwood Canyons or if there will be an opportunity to look at Parleys Canyon as well. There are current and emerging pressures associated with Parleys Canyon, and it is also a watershed. In addition, it is within the CWC study area. Ms. Nielsen does not believe the study should focus only on the Cottonwood Canyons, as the CWC study area also includes Parleys Canyon and Millcreek Canyon. Ms. Briefer agreed with

the comments that have been shared so far and expressed appreciation for the thoughtful discussion.

Mayor Scotty John acknowledged that the topics mentioned so far are important. However, he noted that some work is already being done. As an example, Brighton is focusing on transit, parking, and the environment. Mayor John asked if there are consulting firms that can handle the scope of work that has been discussed by the CWC Board. Ms. Nielsen reported that the Central Wasatch Dashboard includes traffic counts at a number of stations. The Visitor Use Study looked at baseline visitation at recreation sites in 2022 in both the Cottonwood Canyons and Millcreek Canyon. There are research groups at the University of Utah and elsewhere who could handle the work that has been discussed, but additional information can be provided at the next CWC Board Meeting.

Chair Mendenhall noted that there could be outreach to the National Park Service. Evaluations have been done on certain parks and scheduling requirements were implemented for visitation. The National Park Service might have some additional resources. Ms. Nielsen reported that the Salt Lake Ranger District of the U.S. Forest Service is looking to update its visitation report. It might be possible to work with them to update certain datasets. Special Advisor, Jack Stauss, reported that Save Our Canyons is supportive of the capacity study idea. He appreciates the comments that have been shared so far. It makes sense to think about the current plans that UDOT has for Big Cottonwood Canyon and Little Cottonwood Canyon. The CWC Board should also think about what it means when more people are able to access the canyons. It is wise to consider the different plans in place.

Mayor Bourke explained that the capacity study has to be regional, as there will be impacts to adjacent areas. The Central Wasatch needs to be looked at as a system rather than in individual pieces. He noted that there is a concept called Authority of the Resource and suggested that this be taken into consideration. Mayor Bourke pointed out that a rapid change is taking place in terms of population and climate. He noted that both population and climate can influence what the resource can sustain.

Mayor Gay Lynn Bennion reported that a friend visited Snowbird on a Saturday during the ski season and it was very busy. The ski runs were limited, and in a whole day, her friend was only able to ski twice. Mayor Bennion noted that there are a variety of conditions that force visitors into the same spots on certain days. It is possible to consider how those conditions impact the system.

Chair Mendenhall summarized the CWC Board discussion about a potential capacity study. There appears to be agreement that a capacity study is a necessary step for the organization. In addition, there appears to be agreement that there are a number of threshold items that should be explored. Chair Mendenhall proposed that a Capacity Study Working Group be created. The Working Group could look into potential partners. For instance, entities that have a shared or overlapping interest in exploring how a potential capacity limitation should be informed and established. It is also possible to look at potential partners who might have the resources to contribute to the capacity study work.

Ms. Nielsen does not believe formal action is needed to create a committee, but she is interested in knowing who would be interested in serving on a Capacity Study Working Group. Several CWC Board Members volunteered. Chair Mendenhall reported that the first meeting will be scheduled. CWC Legal Counsel, Shane Topham, noted that the CWC Board can form advisory committees, but under the bylaws, each advisory committee must include at least one CWC Board Member, but fewer than a quorum. Chair Mendenhall pointed out that Mr. Stauss and Ms. Briefer are not voting members and will not count toward the quorum. The Capacity Study Working Group will include:

- Chair Mendenhall;
- Mayor Bourke;
- Mayor Zoltanski;
- Commissioner Gray;
- Jack Stauss; and
- Laura Briefer.

BUDGET DISCUSSION

1. The Board will Discuss Future Strategy for Fund Balance Maintenance.

2. The Board will Discuss the Draft Tentative Budget for FY 2026-2027.

a. (Action) The Board will Consider Resolution 2026-12 – Approving the Tentative Budget for 2026-2027.

Commissioner Robinson shared information about the Draft Tentative Budget for Fiscal Year 2026-2027. In the last version, there was $563,000 that was shown as a transfer from Fund Balance. That was included because the member contributions were not determined at that time. CWC Staff has since added $562,000 under the Membership Contributions line item. The amount has to do with the new criteria that were established. There is also $55,000 shown for Ex-Officio Contributions. The Interest line item relates to the Public Treasurer's Investment Fund ("PTIF"). There is 3% to 3.5% shown, and the estimate is that it will result in $35,000. The Fund Balance Appropriation of $8,400 needs to be moved as an expense rather than a revenue. The Restroom Contract is shown as well as the Symposium Proceeds and State Appropriation. Commissioner Robinson explained that the ticket sales for the Central Wasatch Symposium assist with the costs, but the event does not break even. He added that the State Appropriation for the Fiscal Year is $250,000.

The Salaries and Benefits section of the budget document was reviewed. There is a 5% combined cost of living adjustment ("COLA") and merit proposed for the Executive Director and Director of Operations and 2.5% for the Communications Director. There is also $8,500 shown for an Intern.

In the Professional Services section of the document, there is some attorney time shown for the Government Records and Management Act ("GRAMA"), $28,000 for Attorney services, $10,800 for the Accountant, and $13,000 for Transcription. There is also $3,000 listed for Website

Management/IT and $25,000 for the Website Redesign. The Auditor costs are $6,200, and there is $4,500 listed for Professional Development. $40,000 is shown for Government Relations: State, and $25,000 is shown for Government Relations: Federal.

The Budgeted Expenses consisting of Operational information was reviewed. Commissioner Robinson reported that there is $200 shown for Public Notices, $4,500 for Travel, $3,500 for Office Supplies, $4,500 for Outreach and Communications, and $32,000 for Rent. He explained that the rent increased slightly from last year, as per the agreement. Insurance has increased slightly and is listed as $7,300. In this section of the budget document, there are also Bank Charges listed at $800 and Software at $6,000.

In the Budget Expenses: Projects, there is the Stakeholders Council listed at $2,000 and the CWC Youth Council is listed at $1,000. The CWC Board Retreat is shown at $8,000 and the Central Wasatch Dashboard is shown as $18,500 for maintenance. There are Unallocated Project Funds listed at $40,000, Bus Service at $30,000, Restroom Maintenance at $70,000, Graffiti Abatement at $2,000, Short-Term Projects at $100,000, and then $30,000 is listed for the Central Wasatch Symposium.

Commissioner Robinson reported that the Tentative Budget balances. He reviewed the Member Contributions chart with the CWC Board and pointed out the amounts that are still unconfirmed. There had been discussion about reducing the contribution amounts and using some of the reserves. His recommendation is to collect the $562,000 and $55,000 and not use the reserves.

Commissioner Gray agreed with the recommendation from Commissioner Robinson. She pointed out that it is beneficial to have those funds available in case something unexpected occurs. Chair Mendenhall thought it made sense to maintain the reserves this time. She had discussions with CWC Board Members at a previous retreat about the primary goal, which is the achievement of the Central Wasatch National Conservation and Recreation Area Act ("CWNCRA"). There is uncertainty about the costs associated with that, as well as the costs associated with a potential capacity study.

Mayor Zoltanski is comfortable maintaining the amount in reserves for this budget, but she would like to have a separate discussion about the reserves in the future. The CWC Board can be deliberate about setting goals related to the CWNCRA. There could be a two to three-year strategy developed.

MOTION: Monica Zoltanski moved to APPROVE Resolution 2026-12 – Approving the Tentative Budget for 2026-2027. Emily Gray seconded the motion. The motion passed with the unanimous consent of the Board.

Chair Mendenhall reported that there will be a public hearing held on June 22, 2026.

STAFF ANNOUNCEMENTS

1. The Short-Term Projects Committee Met to Make Funding Recommendations on April 27, 2026. The CWC Board will Consider Approving Funding Decisions at the June 22, 2026, CWC Board Meeting.

Director of Operations, Sam Kilpack, reported that the Short-Term Projects Committee met recently. The funding recommendations will be shared with the CWC Board at the June 22, 2026, meeting.

2. The Next Executive/Budget/Audit Committee Meeting will be on June 1, 2026.

The next Executive/Budget/Audit Committee Meeting will take place on June 1, 2026.

3. The Next CWC Board Meeting and Budget Hearing will be on June 22, 2026.

The next CWC Board Meeting and Budget Hearing will take place on June 22, 2026.

OTHER BUSINESS

There was no other business.

CLOSING

1. Chair Mendenhall will Call for a Motion to Adjourn the Board Meeting.

MOTION: Emily Gray moved to ADJOURN the CWC Board Meeting. Christopher Robinson seconded the motion. The motion passed with the unanimous consent of the Board.

The CWC Board Meeting adjourned at 4:08 p.m.

I hereby certify that the foregoing represents a true, accurate, and complete record of the Central Wasatch Commission Board Meeting held Monday, May 4, 2026.

Teri Forbes

Teri Forbes
T Forbes Group
Minutes Secretary

Minutes Approved: _____